2003-2004 Michigan Teacher of the Year (MTOY)

TIMELINE

•	Flash Fax to all superintendents requesting name of one teacher exemplifying the MTOY qualities of excellence.	September 2002
•	Postcard mailed to all professional organizations and superintendents requesting name of one teacher exemplifying the MTOY qualities of excellence.	September 2002
•	Cover letter, guidelines, timeline and nomination form posted on MDE website (www.michigan.gov)	September 2002
•	Deadline for submission of postcard nominations	November 1, 2002
•	Letter of recognition and application materials sent to all nominated teachers	October 2002
•	Nominated teachers submit their applications to regional coordinators	December 13, 2002
•	Regional coordinators review all applications submitted to them by nominated teachers	January 2003
•	Regional coordinators recognize their regional finalists in their preferred method	By February 21, 2003
•	Regional coordinators submit to MDE the applications of their top four finalists.	By February 28, 2003
•	MDE evaluates applications of regional finalists submitted 2003 by regional coordinators	March
•	MDE interviews of the four state finalists	Late March – early April 2003
•	Announcement of the 2003-2004 Michigan Teacher of the Year	May 2003
•	Celebration event	Fall 2003
•	2003-2004 Michigan Teacher of the Year works during sabbatical from his/her district to represent teachers' voices on priority issues of the teaching profession	August 2003 to June 2004